

**LEE COUNTY DEPARTMENT OF SOCIAL SERVICES**

***POSITION ANNOUNCEMENT***

**POSTING:**                      **INSIDE-OUTSIDE Lee County Social Services 4-9-2015**

**POSITION:**                      Income Maintenance Caseworker II –ADULT MEDICAID

**DATE AVAILABLE:**        **5-4-2015**

**SALARY/GRADE:**        GRADE 63 --- \$33,174 STARTING SALARY  
RANGE:                      \$33,174-46,444

**DEADLINE FOR RECEIPT OF APPLICATIONS:**   **April 22, 2015 at 5:00 PM**

**DUTIES/RESPONSIBILITIES:**    This worker will be one of eight (8) Income Maintenance Caseworkers assigned to administer the eligibility process in Adult Medicaid and sub-programs. Included are MAA, MAB, MAD, MQB, SAA, and SAD. The primary purpose of this caseworker is to determine eligibility for individuals applying for Adult Medicaid programs. This worker is responsible for interviewing, investigating, and processing new applications and re-applications for Adult Medicaid, maintaining a combination private living Adult Medicaid and nursing home caseload, and processing expedite SSI reviews.

**Minimum Education and Minimum Training and Experience Requirements:**

We will accept applications for Income Maintenance Caseworker II with the following qualifications:

- High School Diploma
- One year of experience as an Income Maintenance Caseworker I

Preference will be given to those individuals with current Adult Medicaid experience.

Employees may be called upon in case of disaster, either natural or man-made, to serve the citizens of Lee County. This service, if required, will take precedence over duties described in this position vacancy announcement.

**Interested candidates submit:**   **PD 107 (State Application Form)**, to Melissa Lett, Lee County Department of Social Services, Personnel Office, 530 Carthage Street, Sanford, NC 27330.

Pre-employment drug screening required.

EQUAL OPPORTUNITY EMPLOYER